



**Lake County, Florida**  
**Department of Growth Management**  
**Zoning Division**  
**352/343-9641 Fax: 352/343-9767**  
**Agricultural Lot Split**  
**Sufficiency Submittal Checklist**  
**Section 14.11.03**

The County shall approve an Agricultural Lot Split of a legally created lot if it conforms to the requirements of the Land Development Regulations. An applicant for an Agricultural Lot Split shall have six months from the date the application is submitted to the County to finalize the lot split, with no extensions.

#### **Initial submittal**

The County shall consider a proposed Agricultural Lot Split upon the submittal of the following materials:

- ☐ A completed application.
- ☐ One (1) paper copy of the proposed Agricultural Lot Split on paper not to exceed 11" x 17" in size, showing the proposed lot split with the original parcel shown with the boundary(ies) of each parcel being created identified.
- ☐ A statement indicating whether water and/or sanitary sewer service is available to the property.
- ☐ A sketch on a soil survey map with the boundary(ies) of each lot indicated. (Obtainable at US Department of Agriculture Service Center, 1725 David Walker Dr, Suite C, Tavares, FL (352) 343-2481 ext. 6)
- ☐ A parcel sketch on two (2) aerial photos with the boundary(ies) of each lot indicated. (The **(2)** aerial photos may be obtained at the Lake County Public Works Department, 437 Ardice Avenue, Eustis, FL (352) 483-9000)
- ☐ Current property record card for the subject property.
- ☐ Current Warranty deed for subject property.
- ☐ Federal Emergency Management Agency (FEMA) flood insurance map with property boundaries overlain. (A flood determination may be obtained at the Lake County Public Works Department, 437 Ardice Avenue, Eustis, FL (352) 483-9000)
- ☐ **Concurrency Review application and fee - \$105.00** if three (3) or more lots are being created.
- ☐ **Preliminary Lot Split review fee** – Growth Management \$150.00, Public Works \$190.00, and Lake County Environmental Health \$25.00; **Total - \$365.00**. Make check payable to Lake County Board of County Commissioners.

#### **Review Procedure**

Development Review Staff will review the application after submittal of a complete application. Development Review Staff will review the Application for consistency with the Lake County Comprehensive Plan and Land Development Regulations. The Applicant will be notified of the staff comments and recommendations in writing. Additional documentation may be required in accordance with staff comments.

#### **Standards**

All Agricultural Lot Splits shall conform to the following standards:

- ☐ There is no limit on the number of lots that may be created.
- ☐ Each proposed lot shall be a minimum of forty (40) gross acres with at least five (5) acres of uplands.
- ☐ Each proposed lot shall have "A" Agricultural zoning.
- ☐ If any lot abuts a publicly maintained road that does not conform to the right-of-way specifications provided or adopted by reference in these regulations, the owner may be required to dedicate the required right-of-way width necessary to meet the minimum design standards.
- ☐ Each proposed lot shall front on a paved private road, a publicly maintained road, or an easement.
- ☐ If an easement is utilized in subsection 14.11.03(D)(5), the easement shall:
  - ☐ Be non-exclusive for ingress and egress, dedicated to the public for road, utility, and drainage purposes, if satisfying the criteria set forth in section 14.00.08 and accepted by the BCC. However, a private easement may be permitted if it is determined that there is no need for a future road corridor.
  - ☐ Connect to a publicly maintained road.
  - ☐ Have a minimum width of forty (40) feet.
  - ☐ Not obligate the County to maintain the easement.

#### **Final Submittal**

Prior to final approval, in addition to any other requirements, the following shall be required:

- ☐ **Agricultural Lot Split fee of \$310 plus appropriate recording fees – average \$24 - \$55.**
- ☐ A legal description and acreage or square footage of the original and proposed lots.

- ❑ Sketch of description showing the intended division prepared by a professional land surveyor registered with the State of Florida.
- ❑ A survey which must include and identify:
  - ❑ The overall legal description of the original parcel
  - ❑ The legal description of each parcel created
  - ❑ The legal description of all existing and created easements
  - ❑ All existing structures
  - ❑ The 100 year flood zone and elevation
  - ❑ Mean High Water Line (MHWL) and the amount of acreage within and outside of the MHWL
  - ❑ Jurisdictional wetland line and/or environmental easement
- ❑ An actual boundary survey may be required for final approval.
- ❑ A title opinion of an attorney licensed in Florida or a certification by an abstractor or a title company dated through the date of final approval, showing all persons or entities with an interest of record in the property, including but not limited to, the record fee owners, easement holders, mortgage and lien holders. The report shall include the tax identification number(s) for the property and copies of all documents such as deeds, mortgages, etc., referenced in the title opinion.

### **Recordation**

Upon approval of the agricultural Lot split, the County Shall record the agricultural Lot split, and easements if necessary, on the appropriate maps and documents and Shall, at the applicant's expense, record the agricultural Lot split, and easement if necessary, in the Public Records of Lake County.

### **Variances**

The Board of Adjustment may grant variances to this Section, provided that consistency is maintained with the Lake County Comprehensive Land Use Plan and these Land Development Regulations.

### **The expected time frame for processing**

The average time frame for review and approval is 30-45 days. Lot Splits for Affordable Housing projects shall be processed within 30 days, depending on when the survey is received.



**To be Completed by Staff Only****Customer Services**

Concurrency required?      Yes \_\_\_\_\_ No \_\_\_\_\_

Preliminary review comments: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Development Review Staff sign-off/comments**

Planning and Development Services: \_\_\_\_\_

Concurrency: \_\_\_\_\_

Environmental: \_\_\_\_\_

Addressing: \_\_\_\_\_

Environmental Health: \_\_\_\_\_

Public Works: \_\_\_\_\_

Right-Of-Way: \_\_\_\_\_

Access Management: \_\_\_\_\_

Stormwater Management: \_\_\_\_\_

**Recording**

Deed Restrictions:      Recorded in ORB \_\_\_\_\_ Page \_\_\_\_\_

Easement:      Recorded in ORB \_\_\_\_\_ Page \_\_\_\_\_

Affidavit:      Recorded in ORB \_\_\_\_\_ Page \_\_\_\_\_

**Mapping**

Drawn on map by \_\_\_\_\_ Date \_\_\_\_\_

File name used \_\_\_\_\_